



## WESTPORT CONNECTICUT

### PARKS AND RECREATION DEPARTMENT

#### LONGSHORE CLUB PARK

260 SOUTH COMPO ROAD, WESTPORT, CT 06880

Phone: (203) 341-5090

FAX: (203) 341-5073

### PHOTOGRAPHY REQUEST / PERMIT

A Photography Permit is required for any commercial still, video or motion picture photography taking place on recreation property within the Town of Westport.

**PERMIT PROCEDURE:** Permit request must be submitted no later than 72 hours prior to the requested date of the shoot. Applicant will be notified of approval by fax. Upon notification of approval the applicant will submit the required Certificate of Insurance and a fee of \$100.00 at which time a permit will be issued.

Granted by the Parks and Recreation Department of the TOWN OF WESTPORT to

\_\_\_\_\_ ,

for the temporary use of facilities owned by the TOWN OF WESTPORT for the purpose of still, video or motion picture photography only at those Town facilities and only on the date and time listed below:

Sponsoring Agency (if applicable): \_\_\_\_\_

Name of person filling out form: \_\_\_\_\_

Name of individual in charge on-site: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town, State, Zip: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

(Business)

(FAX)

(Home)

Type of Photo Shoot: \_\_\_\_\_

Location (please be specific): \_\_\_\_\_

\_\_\_\_\_

Day/Date: \_\_\_\_\_

Rain Date: \_\_\_\_\_

Time: \_\_\_\_\_

Number of people, including models & crew: \_\_\_\_\_

Additional Information:

The above named individual certifies, or if the above named is a group or organization, its agent or officer of the group or organization signing below certifies that he or they are insured against liability arising from injuries to the public or damage to private or municipal property while using own facilities under this permit agreement.

Certificate of Insurance is required adding the Town of Westport, Parks and Recreation Department as Certificate Holder. Permit will not be issued without the Certificate of Insurance.

The permit holder hereby agrees to indemnify and hold harmless the TOWN OF WESTPORT, its officers and employees, from and against all claims, suits, damages, costs, losses and expenses in any manner resulting from, arising out of, or connected with, any accident, personal injury or property damage occasioned by the use of Town facilities under this permit.

This permit is subject to revocation by the TOWN OF WESTPORT for any reason and at any time.

Signed by: \_\_\_\_\_

*(Sign for Name of Group/Corporation)*

Date: \_\_\_\_\_

#### WESTPORT PARKS AND RECREATION DEPARTMENT

Signed by:

Date: \_\_\_\_\_